

**ORDINANCE NO. 2025-4**

**AN ORDINANCE OF THE LA PORTE COUNTY BOARD OF COMMISSIONERS  
ESTABLISHING AN ADVISORY BOARD FOR THE COUNTY GEOGRAPHIC  
INFORMATION SYSTEM (GIS) DEPARTMENT**

**WHEREAS,**

The Board of Commissioners of La Porte County ("Board of Commissioners") recognizes the increasing importance of Geographic Information Systems ("GIS") in providing accurate data, mapping, and technological resources for county government operations; and

**WHEREAS,** the establishment of an Advisory Board will ensure appropriate oversight, coordination, and collaboration among county departments that rely upon GIS services; and

**WHEREAS,** the Board of Commissioners finds it necessary and appropriate to establish such an Advisory Board to guide the organizational structure, budgeting, and hiring recommendations for the GIS Department;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF LA PORTE COUNTY, INDIANA, as follows:**

**Section 1. Establishment of Advisory Board**

There is hereby created the La Porte County GIS Advisory Board ("Advisory Board") to oversee and provide recommendations regarding the organization, staffing, and funding of the County GIS Department.

**Section 2. Membership**

The Advisory Board shall consist of the following members, or their designated representatives:

1. One (1) member of the La Porte County Board of Commissioners;
2. One (1) member of the La Porte County Council;
3. La Porte County Assessor or designee;
4. La Porte County Information Technology Department Head or designee;
5. La Porte County E-911 Department Head or designee;
6. La Porte County Highway Department Head or designee; and
7. La Porte County Adult Probation Department Head or designee.

**Section 3. Powers and Duties**

The Advisory Board shall have the following responsibilities:

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1. Organizational Oversight: Establish and assist in determining the internal structure and functions of the GIS Department.
2. Salary and Funding Recommendations: Review and recommend the salary of the GIS Coordinator position. The Advisory Board shall also determine the appropriate pro-rata contribution of each participating department, based on the percentage of GIS services utilized by that department.
3. Recruitment and Hiring Recommendations: Participate in the interview process for any candidate for the GIS Coordinator position and make recommendations to the Board of Commissioners regarding hiring and salary requirements.
4. Policy Guidance: Make recommendations to the Board of Commissioners concerning long-term goals, technology needs, staffing, and other matters relating to the GIS Department.

#### **Section 4. Organization and Meetings**

1. The Advisory Board shall elect a Chairperson and Vice-Chairperson from among its members at its first meeting of each calendar year.
2. The Advisory Board shall meet at least quarterly, or as needed, to conduct business and make recommendations.
3. Meetings shall be subject to the Indiana Open Door Law (IC 5-14-1.5).

#### **Section 5. Administrative Support**

Clerical and administrative support for the Advisory Board shall be provided by the GIS Department, with assistance as necessary from the Information Technology Department.

#### **Section 6. Reporting**

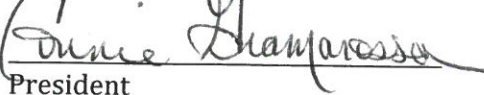
The Advisory Board shall prepare written recommendations to the Board of Commissioners regarding any proposed hiring, salary adjustments, or departmental funding allocations.

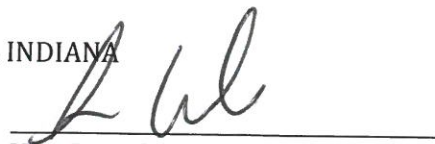
#### **Section 7. Effective Date**

This Ordinance shall be in full force and effect upon its passage and adoption by the La Porte County Board of Commissioners and publication as required by law.

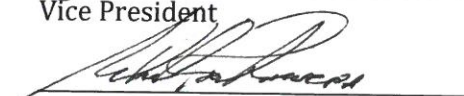
Adopted this 1<sup>st</sup> day of October, 2025.

BOARD OF COMMISSIONERS OF LA PORTE COUNTY, INDIANA

  
President

  
Vice President

  
Member

  
Attest: Auditor

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